Lothian NHS Board

NHS Lothian Headquarters
Waverley Court
4 East Market Street
Edinburgh
EH8 8BG
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Date 20 November 2026
Your Ref
Our Ref 12057

Enquiries to Richard Mutch
Extension 35687
Direct Line 0131 465 5687
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richard.mutch@nhs.scot

Dear

FREEDOM OF INFORMATION – CONTRACT REGISTER

I write in response to your request for information in relation to the Contract Register.

Question:

1. **Contract Register Extract** Please provide the most complete and current extract of your organisation's contract register or equivalent system, as it exists on the date this request is processed or the date of the decision to release the data.

   We have already reviewed the contract register published on your organisation's website, but we do not believe this represents the complete, unedited contract dataset held by your organisation.

   This request relates to existing recorded information only. I am not asking for new information to be created, nor for missing fields to be populated. In most cases, this will be a straightforward system export (e.g., from a contract management system or spreadsheet).
   Where available, the register should include (but is not limited to) the following fields: Contract Title, Supplier Name, Estimated Spend (annual or total), Contract Duration and Total Term (including extensions), Contract Start and Expiry Dates, Review Date, Contract Description, Contract Owner (role or name, as held in the system), Managing Department, Award Date, Procurement Category, Framework or Tender Reference, Participating Organisations, Central Purchasing Body, and Classification Codes (e.g., CPV).

   Please do not spend time amending, enriching, or redacting fields that are not readily available. I am content to receive the register in its raw exported form, exactly as held.
2. **Website Publication & Data Disparity** While we have reviewed the contract register currently published on your website, we require the full raw contracts register from your internal systems. If your response directs me back to the online portal, please confirm that the accessible dataset is fully up to date as of the date this request is processed or the decision to release the data is made.

3. **Completeness & Redactions** Please confirm whether the register provided constitutes the full, unedited dataset. If any information, columns, or specific fields have been removed or

withheld from sharing, please simply list the headings of the data columns that are missing from the provided register. If spend values are withheld, please note this request seeks indicative or total contract values only, not detailed financial breakdowns.

4. **System Capabilities** If your organisation uses a specific contract management system, please confirm the name of the software or platform currently in use.

5. **Format and Delivery** Please provide the contract register data electronically in Excel or CSV format. For any accompanying documents, policies, or written responses, PDF format is preferred.

Answer:

I am advised that what we have on Public Contracts Scotland is the register and it is by public body. We do not have any other contract management system. As per Section 17 of the Freedom of Information (Scotland) Act 2002 formally I must advise we do not hold any other information.

https://www.publiccontractsscotland.gov.uk/

This information is exempt under Section 25 of the Freedom of Information (Scotland) Act 2002 - Information otherwise accessible

(1) Information which the applicant can reasonably obtain other than by requesting it under section 1(1) is exempt information.

I am sorry we cannot help with this request.

If you are unhappy with our response to your request, you do have the right to request us to review it. Your request should be made within 40 working days of receipt of this letter, and we will reply within 20 working days of receipt. If our decision is unchanged following a review and you remain dissatisfied with this, you then have the right to make a formal complaint to the Scottish Information Commissioner within 6 months of receipt of our review response. You can do this by using the Scottish Information Commissioner's Office online appeals service at www.itspublicknowledge.info/Appeal. If you remain dissatisfied with the Commissioner's response you then have the option to appeal to the Court of Session on a point of law.

If you require a review of our decision to be carried out, please write to the FOI Reviewer at the email address at the head of this letter. The review will be undertaken by a Reviewer who was not involved in the original decision-making process.

FOI responses (subject to redaction of personal information) may appear on NHS Lothian's Freedom of Information website at: https://org.nhslothian.scot/FOI/Pages/default.aspx

Yours sincerely

ALISON MACDONALD
Executive Director, Nursing
Cc: Chief Executive